Level 2 Report Explanation:

FTE Summary Total Report

The purpose of this report explanation is to assist EMIS Coordinators in reviewing the FTE Summary Total Report.

Ohio | Department of Education

EMiS
Education Management Information System

Revised: May 17, 2023

REVISION HISTORY

The revisions to this document are listed in the table below.

Date	Description
05/17/23	Added TOTAL ENRL ADM FTE column.
01/14/22	Updated GRADE 4-8 JVSD FTE and GRADE 9-12 JVSD FTE field descriptions.
12/28/21	First posted. (See change 22-92.)

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(FTES-008) FTE SUMMARY TOTAL REPORT

FUNCTION AND PURPOSE

All traditional districts, JVSDs, community schools, and STEM districts receive an (FTES-008) FTE Summary Total Report, which is a Level 2 report that can be found in the Data Collector. This data will be useful to districts in reconciling their FTE data with their School Funding Payment Reports.

The FTE Summary Total Report displays FTE data aggregated into categories that are used in the funding process and displayed on the LEA's Base Cost Report. Each report displays data for the four most recent fiscal years as some base cost calculations use either the average of the prior three years FTE or the prior year FTE, whichever is greater.

If this report explanation—in concert with the EMIS Manual—does not answer your questions or help you to resolve your issues with the FTE Summary Total Report, then the normal path to getting help with EMIS reporting should be followed. The first point of contact should be the EMIS coordinator, followed by the Information Technology Center, then the EMIS Helpdesk, and finally ODE EMIS directly.

PROCESS DESCRIPTION

Each row on the FTE Summary Total report represents FTE that has been summarized based on categories of FTE that are described in the "Layout and Fields" section of this report explanation.

In general, students are funded at the LEA providing the instruction (where the FTE is "generated"). However, there are a few situations (e.g., non-resident student attending a special education program, non-resident career-technical contract student) in which the educating LEA is not funded directly, but rather receives funding via transfer from the resident/sending LEA. The description for each FTE column indicates those fund patterns where the FTE is counted somewhere other than the LEA where the FTE is generated.

As part of the new funding calculations, the adjusted base FTE for students in grades 4-12 (from the FTED-001 report) is compared to adjusted CTE FTE (from the CTEA-000 report) and split into a non-CTE category and a CTE category. Adjusted CTE FTE used in this comparison excludes any CTE FTE generated in Senior Only Credential programs (those reported with subject code '38xxx'). The sum of the non-CTE category FTE and CTE category FTE will always be equal to the Adjusted Base FTE. This comparison is done at the FS/FD level and is then summarized for all students. The following table illustrates how Adjusted Base FTE is split into the non-CTE and CTE categories.

Adjusted Base FTE	Adjusted CTE FTE	non-CTE share of Adjusted Base FTE	CTE share of Adjusted Base FTE
1.00	1.00	0.00	1.00
1.00	0.00	1.00	0.00
1.00	0.60	0.40	0.60

REPORT

Layout and Fields

The FTE Summary Total report is a Level 2 Report in the Data Collector. The fields listed below are displayed once a row has been inserted into the report.

RPTING DEST IRN. The IRN of the LEA receiving the report.

FY (Fiscal Year). The Fiscal Year in which the FTE was generated.

LEVEL 2 REC TYPE CODE. This is the name of the report (FTES-008).

RESULT CODE, RESULT DESCR (Result Code and Description). Each row on the report will be assigned Result Code FT0230.

SEVERITY CODE. Each row on the report will be assigned Severity Code "I" (Informational).

TOTAL ENRL ADM FTE. Total Enrolled ADM for the LEA receiving the report calculated as follows:

Org Type	Enrolled ADM Calculation
Community School / STEM District	KDG ENRL ADM FTE + (KG TUITION ENRL ADM FTE*0.5) + GRD 1-3 ENRL ADM FTE + GRD 4-8 NON-CTE ENRL ADM FTE + GRD 9-12 NON-CTE ENRL ADM FTE + GRADE 4-12 ENRL ADM CTE FTE
JVSD	GRADE 4-12 ENRL ADM CTE FTE + GRD 4-8 NON-CTE ENRL ADM FTE + GRD 9-12 NON-CTE ENRL ADM FTE
Traditional District	KDG ENRL ADM FTE + (KG TUITION ENRL ADM FTE*0.5) + GRD 1-3 ENRL ADM FTE + GRD 4-8 NON-CTE ENRL ADM FTE + (GRD 4-8 JVSD FTE*0.2) + GRD 9-12 NON-CTE ENRL ADM FTE + (GRD 9-12 JVSD FTE*0.2) + GRADE 4-12 ENRL ADM CTE FTE

KG ENRL ADM FTE. Total adjusted FTE for KG students not paying tuition for all day kindergarten.

For FTE with Fund Pattern Code SPCO, the RPT DEST IRN is the How Received IRN reported by the educating LEA. For all other Fund Pattern Codes, the RPT DEST IRN is the IRN of the LEA where the FTE was generated.

KG TUITION ENRL ADM FTE. Total adjusted FTE for KG students paying tuition for all day kindergarten.

Includes Fund Pattern Codes KGTU and KGTO

GRADE 1-3 ENRL ADM FTE. The total adjusted FTE for students in grades 1-3.

For FTE with Fund Pattern Code 'SPCO', the RPT DEST IRN is the How Received IRN reported by the educating LEA. For all other Fund Pattern Codes, the RPT DEST IRN is the IRN of the LEA where the FTE was generated.

GRADE 4-8 NON-CTE ENRL ADM FTE. The non-CTE portion of total adjusted FTE for students in grades 4-8.

For FTE with Fund Pattern Code CTID, CTOP, CTVC, or SPCO, the RPT DEST IRN is the How Received IRN reported by the educating LEA. For all other Fund Pattern Codes, the RPT DEST IRN is the IRN of the LEA where the FTE was generated.

GRADE 9-12 NON-CTE ENRL ADM FTE. The non-CTE portion of total adjusted FTE for students in grades 9-23.

For FTE with Fund Pattern Code CTID, CTOP, CTVC, or SPCO, the RPT DEST IRN is the How Received IRN reported by the educating LEA. For all other Fund Pattern Codes, the RPT DEST IRN is the IRN of the LEA where the FTE was generated.

GRADE 4-12 ENRL ADM CTE FTE. The CTE portion of total adjusted FTE for students in all grades 4-23. Does not include CTE FTE for Senior Only Credential programs

For FTE with Fund Pattern Code CTID, CTOP, CTVC, or SPCO, the RPT DEST IRN is the How Received IRN reported by the educating LEA. For all other Fund Pattern Codes, the RPT DEST IRN is the IRN of the LEA where the FTE was generated.

GRADE 4-8 JVSD FTE and GRADE 9-12 JVSD FTE. The total adjusted FTE generated for students in grades 4-8 or 9-12 at a JVSD or traditional district for which the district receiving the report (the sending district) gets 20%.

Includes FTE generated at a JVSD with Fund Pattern Code RGJV, JVNR, OJVD, CTVC, CTID, CTOP, or CTCS and FTE generated at a traditional district with Fund Pattern Code CTVC, CTID, CTOP, or CTCR.

For FTE generated at a JVSD with Fund Pattern Code RGJV, the RPT DEST IRN is the Legal District of Residence IRN reported by the JVSD.

For FTE generated at a JVSD with Fund Pattern Code JVNR, OJVD, CTVC, CTID, CTOP, or CTCS, the RPT DEST IRN is the How Received IRN reported by the JVSD.

For FTE generated at a traditional district with Fund Pattern Code CTVC, CTID, CTOP, or CTCR, the RPT DEST IRN is the How Received IRN reported by the traditional district.

GRADE 9-12 ENRL ADM FTE. The total adjusted FTE for students in grades 9-23.

For FTE with Fund Pattern Code CTID, CTOP, CTVC, or SPCO, the RPT DEST IRN is the How Received IRN reported by the educating LEA. For all other Fund Pattern Codes, the RPT DEST IRN is the IRN of the LEA where the FTE was generated.